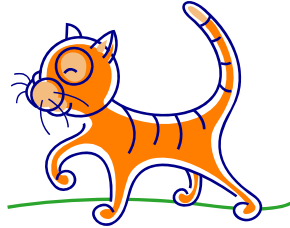# The CATS Meow
March 27, 2006

Greetings
It's about outreach and community education.

Public & Media Activity Reports
Soon the changes we are making in the forms and business process, and the database design will save us all time. The new Public & Media Activity (PMA) forms and database screens are a good example.

Quick preview
The new PMA forms are designed to be completed online and in advance of the actual event. Online should be faster and easier than paper, and all volunteers in your organization can see the upcoming events at a glance. This will also be the basis for our (OIC) online calendar of events. So, no more e-mail back and forth with Jennifer on our staff about the programs you have scheduled. Just put them in CATS as you schedule them. Even better, the CATS database will 'crunch' the numbers for you. So, you don't have any more work at the end of the quarter. We'll get what we need right out of the database!

Details
There is some basic information about completing the PMA forms in your training notebook – Tab 7. We will publish a more detailed account of what each type of activity is soon. For now, remember that it's important to check <u>ALL</u> that apply when it comes to Section 5 – Topic Focus – and Section 6 – Target Audience.

Conference call
Friday, April 7th
1:00 p.m.
Call: 360-357-2903
PIN: 15852 #

No need to pre-register.

Status report
There are more than 6,000 CCR's recorded! More than one 100 individuals have <u>entered</u> data and almost two 200 different resources (mostly volunteers) have at least a CCR to their credit. Great work!

Need help?

E-Mail: eSHIBAHelpDesk@oic.wa.gov
Phone: 360-725-7108